



STUDENT EXCHANGE VISA

DECEMBER 2022

General information:

- If you wish to study at a university in Germany you are required to obtain a residence permit in form of a national visa. This visa is issued before you enter the country.
- Processing of the visa takes **about 8 weeks** upon submission of complete documents. The residence permit can be issued only upon approval by the competent authorities in Germany. You will receive a prompt notification upon completion of the processing. We ask that no status request is made if the required 8 weeks processing period has not yet passed.
- Kindly note that you cannot apply for a residence permit in Germany and that you cannot convert a short term “tourist visa” into any kind of long term “national” visa.
- It is recommended that at no time a flight ticket should be purchased until a visa has been granted.
- The **fee** for the processing of the visa application is the equivalent of EURO 75.00 (paid in SGD).
- All documents must be submitted in **original + 2 copies**. Copies will not be made by the Embassy.
- This fact sheet is regularly updated but makes no claim to be complete. Further documentation can at all times be requested or provided by the applicant, in support of the application.

Please submit:

- 2 duly completed visa application forms (please ensure that you sign the forms)
[Online application form](#)

Together with the following documents in original plus 2 photocopies (complete applications only!):

- passport** (at least 2 free pages, not older than 10 years)
- student pass**
(please bring along a printout of your current Singaporean residence permit validity (no QR-Code)).
- 2 recent passport photographs** according to **biometric specifications** ([see sample photos](#))
- recognized entitlement to university admission (e.g high school **diploma** or **graduation examination certificate**)
- evidence of previous **academic performance**
- letter of acceptance by a German university**
- curriculum vitae and degree certificate
- proof of **health insurance** (travel health insurance) valid at least for the first 3 months of the stay
- confirmation letter from your Singapore university that you are taking part in an exchange program and that you will return to this school to continue your study
- proof of **German language** knowledge (if lectures being held in German language; if lectures will be held in English language please provide a confirmation of the university)
- proof of finance** of your stay in Germany with a minimum of € 934 per month by:
 - a **blocked account** at a German bank showing a minimum amount according to the duration of your intended stay (withdrawal limit of € 934 per month). You have free choice of provider. Information on providers that offer this service worldwide is available on the Federal Foreign Office website: [Information blocked account](#). **OR**
 - proof of sponsorship/stipendium by a German institution **OR**
 - a formal letter of **obligation**, according to paragraph §§66,68 of the Aliens Act, **from a resident of Germany** and for the duration of the applicant's stay in Germany